



NON-DEPARTMENTAL



**Robert L. Pickels,
County
Administrator**

Non-Departmental is a group of accounts not specifically related to a particular department or function. Therefore, there is no mission statement.

MAJOR FUNCTION

Non-Departmental is a grouping of accounts that are Countywide in nature, not conveniently assignable to any one department. There are certain insurance costs, utility costs and contract costs for organizations providing services compatible with the County's mission statement. Workforce Investment Act (WIA), reserves, and contingencies are also budgeted here.

AUTHORIZED FULL TIME EQUIVALENT

Authorized Positions by Classification				
	2012-13	2013-14	2014-15	2015-16
Budget Director/Deputy County Administrator	0.210	0.000	0.000	0.000
HR Director/Deputy County Administrator	0.143	0.000	0.000	0.000
Deputy County Administrator	0.647	0.000	0.000	0.000
Computer Support Specialist	0.000	0.000	1.000	0.000
Total	1.000	0.000	1.000	0.000

The County Administrator recommends eliminating 1 FTE for FY15/16.

OPERATIONAL SET-ASIDES

Operational Set-Asides:

Description	2015 Adopted	2016 Recmmnd	Change
Personnel			
Underfills, Position & Misc	\$162,761	\$60,000	(\$102,761)
Loan Repayment Attorney Program	75,000	75,000	0
On-Call Duty Pay	5,000	5,000	0
Supplies and Services:			
Accounting & Auditing	0	4,500	4,500
Burials	15,000	0	(15,000)
EDP System Support	0	5,900	5,900
Legal Services	185,978	225,000	39,022
Medical & Mental Health	333,100	224,000	(109,100)
Miscellaneous Expenses	2,500	2,500	0
Moving Expenses	10,000	10,000	0
Postage	2,085	1,500	(585)
Printing	6,301	10,000	3,699
Small Tools	10,603	0	(10,603)
Training	15,000	10,000	(5,000)
Travel	33,000	25,000	(8,000)
Transcribing/Translating	105,000	105,000	0
Utilities	5,615	0	(5,615)
Witness fees	120,000	166,895	46,895
Capital Outlay:			
Vehicles	105,000	0	(105,000)
Total Operational Set-asides	\$1,086,943	\$930,295	(\$261,648)



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RESERVES AND CONTINGENCIES & NON-PROFIT ALLOCATIONS

Reserves & Contingencies:

Description	2015 Adopted	2016 Recmmnd	Change
Contingencies & Reserves			
Reserves	\$6,563,117	\$6,824,417	\$261,300
Contingencies	250,584	300,000	49,416
Total Reserves & Contingencies	\$6,813,701	\$7,124,417	\$310,716

Non-Profit Allocations:

Description	2015 Adopted	2016 Recmmnd	Change
Organizations or programs requesting support:			
Crossroads Mission	\$20,000	\$20,000	\$0
Greater Yuma Economic Development Corporation	118,450	118,450	0
University of Arizona Cooperative Extension	117,966	117,966	0
Yuma County Port Authority	50,000	50,000	0
City Contract for 911 Administration	38,000	38,000	0
Grand Total	\$344,416	\$344,416	\$0

2016 ANNUAL BUDGET

Revenue: General Fund support is at the level needed for General Fund expenditures plus Reserves & Contingencies.

Personnel: The net personnel decrease is primarily due to eliminating a frozen position along with the Overtime and Life Insurance set-aside budgets.

Supplies and Services: The net increase is primarily the result of increases in the Legislative Impact, Legal Services and Witness Fees line items.

Capital Outlay: There is no Capital Outlay budgeted this fiscal year.

Non-Departmental	Actual 2012-13	Actual 2013-14	Budget 2014-15	Estimate 2014-15	Budget 2015-16	% Change
Sources						
General Revenue	\$ 1,299,652	\$ 1,883,140	\$ 9,017,007	\$ 1,483,180	\$ 9,847,355	9.21%
Special Revenue	-	-	-	-	-	N/A
Balance Forward	-	-	-	-	-	N/A
Total Sources	\$ 1,299,652	\$ 1,883,140	\$ 9,017,007	\$ 1,483,180	\$ 9,847,355	9.21%
Uses						
Personnel	226,798	33,338	242,761	78,300	140,000	-42.33%
Supplies & Services	1,072,854	1,798,915	1,851,160	1,404,880	2,582,938	39.53%
Capital Outlay	-	29,934	105,000	-	-	-100.00%
Debt Service	-	-	-	-	-	N/A
Reserves & Contingencies	-	-	6,818,086	-	7,124,417	4.49%
Total Uses	\$ 1,299,652	\$ 1,862,187	\$ 9,017,007	\$ 1,483,180	\$ 9,847,355	9.21%
Other Sources & Uses						
Transfers In	-	-	-	-	-	N/A
Transfers Out	-	(20,953)	-	-	-	N/A
Total Other Sources & Uses	\$ -	\$ (20,953)	\$ -	\$ -	\$ -	N/A
Other Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	N/A



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2016 ANNUAL BUDGET-(Concluded)

All revenue for the **WORKFORCE INVESTMENT ACT** (WIA) budget is provided by federal and state grants. The County contracts with YPIC to provide all services under WIA.

Revenue: The Special Revenue budget reflects the current projected revenue for Fy15/16.

Personnel: None. Due to the contractual relationship between the County and YPIC, the County recognizes payments to YPIC as “contractual”. Personnel costs associated with WIA are recorded as Personnel expenditures in YPIC financial statements.

Supplies and Services: The budget has been reduced to reflect projected revenue.

Capital Outlay: There is no Capital Outlay budget this fiscal year.

Workforce Investment Act (WIA)	Actual 2012-13	Actual 2013-14	Budget 2014-15	Estimate 2014-15	Budget 2015-16	% Change
Sources						
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Special Revenue	5,387,976	4,198,836	10,728,086	4,363,765	5,968,207	-44.37%
Balance Forward	88,678	36,555	36,555	31,793	31,793	-13.03%
Total Sources	\$ 5,476,654	\$ 4,235,391	\$ 10,764,641	\$ 4,395,558	\$ 6,000,000	-44.26%
Uses						
Personnel	-	-	-	-	-	N/A
Supplies & Services	5,440,099	4,203,598	10,728,086	4,363,765	5,968,207	-44.37%
Capital Outlay	-	-	-	-	-	N/A
Debt Service	-	-	-	-	-	N/A
Reserves & Contingencies	-	-	36,555	-	31,793	-13.03%
Total Uses	\$ 5,440,099	\$ 4,203,598	\$ 10,764,641	\$ 4,363,765	\$ 6,000,000	-44.26%
Other Sources & Uses						
Transfers In	-	-	-	-	-	N/A
Transfers Out	-	-	-	-	-	N/A
Total Other Sources & Uses	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Other Restricted	\$ 36,555	\$ 31,793	\$ -	\$ 31,793	\$ -	N/A

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